



# राजकीय महिला महाविद्यालय

डी.एल.डब्ल्यू, वाराणसी (उ०प्र०)

नैक द्वारा ग्रेड 'B' मूल्यांकित एवं प्रत्यायित

पत्रांक- १३५ / 2018-19

दिनांक- १६-१२-१८

To,

The Director  
NAAC, Nagarbhavi  
Bangaluru

Dear Sir,

We are glad to state that AQAR for session 2017-18 in prescribed format is being forwarded by Government Girls Degree College DLW Varanasi.

Thanking you in anticipation.

Sincerely Yours

Principal  
Govt. Girls Degree College DLW  
Varanasi

राजकीय महिला महाविद्यालय  
डी०एल०डब्ल्यू, वाराणसी

# **The Annual Quality Assurance Report (AQAR) of the IQAC**

*(For Affiliated/Constituent Colleges)*

**Academic Year – July 2017- June 2018**

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. The AQAR period would be the Academic Year. *(For example, July 1, 2017 to June 30,2018)*

## **Part-A**

### **Data of the Institution**

(data may be captured from IIQA)

#### **1. Name of the Institution**

- Name of the Head of the institution

DR. SUDHA PANDEY

- Designation

PRINCIPAL

- Does the institution function from own campus

YES

- Phone no./Alternate phone no.

N.A

- Mobile no.

9415228890

- Registered e-mail

ggdcvaranasi@gmail.com

- Alternate e-mail

omtiwari06@yahoo.in

- Address

GOVT GIRLS DEGREE COLLEGE DLW VARANASI

- City/Town

VARANASI

- State/UT

UTTAR PRADESH

- Pin Code

221004

#### **2. Institutional status:**

- Affiliated/Constituent

AFFILIATED

- Type of Institution: Co-education/Men/Women

WOMEN

- Location: Rural/Semi-urban/Urban

URBAN

- Financial Status: Grants-in aid/UGC 2f and 12 (B)/Self financing  (please specify)
- Name of the Affiliating University
- Name of the IQAC Co-ordinator
- Phone no.
- Alternate phone no.
- Mobile no.
- IQAC e-mail address
- Alternate Email address
- 3. Website address:**

Web-link of the AQAR:(Previous Academic Year):

For ex. <http://ggdcdlwvaranasi.ac.in/AQAR2018.pdf>

- 4. Whether Academic Calendar prepared during the year?**

Yes/No....., if yes, whether it is uploaded in the institutional website:

**5. Accreditation Details:**

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup> - 22 Feb 2017	B	2.02	2017	from: 22 Feb, 2017 to: 21 Feb, 2022
2 <sup>nd</sup>				from: to:
3 <sup>rd</sup>				from: to:
4 <sup>th</sup>				from: to:
5 <sup>th</sup>				from: to:

- 6. Date of Establishment of IQAC (DD/MM/YYYY)**

**7. Internal Quality Assurance System**

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item/Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. All departments of the college will organize extension lectures .	04-10-2016	700

2. All departments of the college will organize inter class competition .	04-10-2016	700
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**Note: Some Quality Assurance initiatives of the institution are:**  
(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements.
- Academic Administrative Audit (AAA) conducted and its follow up action.
- Participation in NIRF.
- ISO Certification
- NBA etc.
- Any other Quality Audit.

**8. Provide the list of funds by Central/ State Government-**

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
N.A.				

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

\*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: **03**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....IQAC meetings held but not uploaded on institutional website.

Yes/No Yes.

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes /NO NO

If yes, mention the amount: Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

- submitted NAAC SSR report in May 2016 and organized NAAC visit on 23, 24 January 2017.

- Organised International and National Seminar by Dept. of Physical Education.
- Invited lectures on Women empowerment, Nutrition week and Department wise lecture series.
- Organized workshop on skill development of students.
- Student's orientation program for career option and employability.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year.

Plan of Action	Achievements/Outcomes
Organized debate and essay competition on different topics.	These competitions enhanced the communicative skill and writing skill of the students.

14. Whether the AQAR was placed before statutory body? Yes/No NO  
 Name of the Statutory body: \_\_\_\_\_ Date of meeting(s): \_\_\_\_\_

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?  
 Yes/No: NO Date: \_\_\_\_\_

16. Whether institutional data submitted to AISHE: Yes/No: Yes  
 Year: 2018 Date of Submission: 03-03-2018

17. Does the Institution have Management Information System?  
 Yes No NO  
 If yes, give a brief description and a list of modules currently operational.  
 (Maximum 500 words) N.A

## Part-B

<b>CRITERION I – CURRICULAR ASPECTS</b>					
<b>1.1 Curriculum Planning and Implementation</b>					
<p>At the outset of academic session an orientation programme is organized for the students of B.A.I. All the members of the staff interact with the students and they explain the Vision, Mission and Objectives of the institution. Each department prepares its elaborate plan for the academic session to ensure effective implementation of the curriculum. An academic committee is formed by the principal which carefully monitors the implementation of the curriculum. The committee holds quarterly meetings to review the progress of teaching and proper implementation of the syllabus.</p> <p>Various committees are formed by the Principal which include separate committees for preparing the time – table and the academic calendar. The academic calendar is prepared on the basis of the academic calendar released by the university.</p> <p>Effective curriculum delivery is made through an Academic Committee that monitors the programs of syllabus throughout the session. Quarterly meeting is held to report the proceedings and Head of the institution gives necessary instructions.</p> <p>Regular visit to the meetings of Board of Studies organized by the university is made by the faculty members for the effective implementation of the curriculum. Department-wise teaching plans are chalked to ensure timely completion of the syllabus.</p> <p>To ensure the implementation of stated objectives of curriculum regular meetings of the Academic Committee are held. Feedbacks and suggestions are taken into consideration and constraints are resolved.</p> <p>The college offers nine subjects in the Arts Faculty. These subjects are allotted to the students as per certain rules like their merit in the intermediate examination and the availability of seats in the given subject.</p>					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
N/A	N/A	N/A	N/A	N/A	
<b>1.2 Academic Flexibility</b>					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
N/A	N/A		N/A	N/A	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
N/A	N/A	N/A	N/A	N/A	N/A
Already adopted (mention the year)					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
		Certificate	Diploma Courses		

No of Students	N/A		N/A		
<b>1.3 Curriculum Enrichment</b>					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
N/A		N/A		N/A	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
NO			NO		
<b>1.4 Feedback System</b>					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
NO	NO	NO	NO	NO	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
N.A.					
<b>CRITERION II -TEACHING-LEARNING AND EVALUATION</b>					
<b>2.1 Student Enrolment and Profile</b>					
<b>2.1. 1 Demand Ratio during the year</b>					
Name of the Programme	Number of seats available		Number of applications received	Students Enrolled	
<b>B.A.- I</b>	<b>220</b>		<b>800</b>	<b>218</b>	
<b>2.2 Catering to Student Diversity</b>					
2.2.1. Student – Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>2017-18</b>	<b>700</b>	<b>N.A.</b>	<b>09</b>	<b>N.A</b>	<b>09 only UG Courses are running</b>
<b>2.3 Teaching - Learning Process</b>					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of	Number of	ICT tools and	Number of ICT	Number of	E-resources

teachers on roll	teachers using ICT ( <i>LMS, e-Resources</i> )	resources available	enabled classrooms	smart classrooms	and techniques used
<b>09</b>	<b>09</b>	<b>05</b>	<b>05</b>	<b>05</b>	<b>ICT and E-resources used</b>

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

**Department of Psychology looks after mentoring system in Institution At beginning of session while orientation programme Dept. of Psychology delivers a general tips to students regarding performance at optimum level. All members of staff including IQAC and proctor apprises students of code of conduct and discipline to be maintained in campus. Later on problems pertaining are noted and analysed and counselling is done of students collectively and personally if there is need. In addition invited lectures are held by department of Psychology for students.**

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
<b>700</b>	<b>09</b>	<b>09:700</b>

## 2.4 Teacher Profile and Quality

### 2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
<b>09</b>	<b>09</b>	<b>NIL</b>	<b>N.A.</b>	<b>07</b>

### 2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
<b>June 2016</b>	<b>Dr. Rachana Sharma Internation Level</b>	<b>Associate Prof.</b>	<b>Shabd - Sadhana Samman by Sulabh Internation , New Delhi.</b>

## 2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Program	Programme	Semester/ year	Last date of the last	Date of declaration of results
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me Name	Code		semester-end/ year- end examination	of semester-end/ year- end examination
<b>N.A</b>	<b>N.A</b>	<b>N.A</b>	<b>N.A</b>	<b>N.A</b>

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

After course is complete, than regular mock test are conducted to evaluate students. Poster competition and essay test are carried out winners are awarded at annual function. Department wise contests are conducted to evaluate students.

**2.5.3** Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar prepared for the session and decided that-

- 1- All the departments will organized extension lectures.
- 2- All the departments will organized different competition/debates and written test as per their need. As will as department wise and also inter-department.
- 3- All the teachers will use ICT for teaching.
- 4- Departments will try to improve the writing ability of the students.

## **2.6 Student Performance and Learning Outcomes**

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the web link)

***www.ggdcdlwvaranasi.ac.in***

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
<b>B.A.</b>	<b>B.A.-III</b>	<b>179</b>	<b>178</b>	<b>99%</b>

## **2.7 Student Satisfaction Survey**

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Although Student Satisfaction Survey has not been done yet no complains about the teaching and the other activities related to the college have been reported.

## **CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**

### **3.1 Resource Mobilization for Research**

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	N.A			
Minor Projects	N.A			
Interdisciplinary Projects	N.A			

Industry sponsored Projects	N.A			
Projects sponsored by the University/ College	N.A			
Students Research Projects ( <i>other than compulsory by the College</i> )	N.A			
International Projects	N.A			
Any other(Specify)	N.A			
Total	N.A			

### 3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
N.A		

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
N.A				

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
N.A		

Name of the Start-up	Nature of Start-up	Date of commencement
N.A		

### 3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
		Dr. Rachana Sharma(Award)

3.3.2 Ph. Ds awarded during the year (*applicable for PG College, Research Center*)

Name of the Department	No. of Ph. Ds Awarded
N.A	

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
Natio nal	<b>Dept. of Physical Education</b> <b>Dept. of Psychology</b>	<b>06</b>	-

Inter national	<b>Dept. of Psychology &amp; Physical Education</b>	<b>02</b>				
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
<b>Dept. of Physical Education</b>			<b>01</b>			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
N.A	N.A	N.A	N.A	N.A	N.A	N.A
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
N.A	N.A	N.A	N.A	N.A	N.A	N.A
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty		International level	National level	State level	Local level	
Attended 02 Seminars/ Workshops						
Presented papers						
Resource Persons		04 Seminar	04 Seminar	-	-	
<b>3.4 Extension Activities</b>						
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities			Number of students participated in such activities	
N.A	N.A	N.A			N.A	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year						
Name of the Activity	Award/recognition	Awarding bodies	No. of Students			

			benefited
N.A	N.A	N.A	N.A

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers <b>coordinated</b> such activities	Number of students participated in such activities
N.A	N.A	N.A	N.A	N.A

**3.5 Collaborations**

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
N.A	N.A	N.A	N.A

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
N.A	N.A	N.A	N.A	N.A

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
N.A	N.A	N.A	N.A

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 Physical Facilities**

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	8acres	-
Class rooms	07	02

Laboratories	02	-
Seminar Halls	01	01
Classrooms with LCD facilities	07	04
Classrooms with Wi-Fi/ LAN	05	05
Seminar halls with ICT facilities	-	-
Video Centre	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	01	01
Value of the equipment purchased during the year (Rs. in Lakhs)	02	02
Others	-	-

#### 4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}- **NO**

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

#### 4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>5000</b>	<b>10 lakhs</b>	-	-	-	<b>10 lakhs Approx</b>
Reference Books	<b>3536</b>	<b>8 lakhs</b>	-	-	-	<b>8 lakhs Approx</b>
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
-CD & Video	-	-	-	-	-	-
-Library automation	-	-	-	-	-	-
-Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	--

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	04	01	Yes	-	-	-	-	-	-
Added	-	-	-	-	-	-	-	-	-
Total	04	01	Yes	-	-	-	-	-	-
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
.....2 (MBPS)..... MBPS /GBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
NO									
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed		Date of launching e - content		
		NO							

<b>4.4 Maintenance of Campus Infrastructure</b>			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
-	-	-	-
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. ( <i>maximum 500 words</i> ) (information to be available in institutional Website, provide link)			
<p><b>It is Government college therefore fund is provided by Government for maintaining all physical equipments and other pursuits. In addition there is boys fund that assists in maintain the college campus and Labs. All policies and guidance is there but is to be carried out as per Government forms.</b></p>			
<b>CRITERION V - STUDENT SUPPORT AND PROGRESSION</b>			
<b>5.1 Student Support</b>			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees

Financial support from institution	Government Scholarship	550	Direct e-transfer to students		
Financial support from other sources					
a) National	NO	-	-		
b) International	NO	-	-		
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
N.A		-	-	-	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
	N.A				
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed	Average number of days for grievance redressal		
NIL		NIL	NIL		
<b>5.2 Student Progression</b>					
5.2.1 Details of campus placement during the year- NO					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
		NIL			
5.2.2 Student progression to higher education in percentage during the year- NO					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) <b>N.A</b>						
Items		No. of Students selected/ qualifying			Registration number/roll number for the exam	
NET						
SET						
SLET						
GATE		<b>N.A</b>				
GMAT						
CAT						
GRE						
TOFEL						
Civil Services						
State Government Services						
Any Other						
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity		Level			Participants	
<b>Sports and Annual function</b>		<b>College</b>			<b>50+60</b>	
<b>5.3 Student Participation and Activities</b>						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
<b>2017</b>	<b>Kabaddi</b>	<b>National</b>	<b>Sports</b>	-	-	-
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)						
Activities of college specially co-curricular are carried out through committees that comprises staff and students, sports, cultural, Rangers, Annual Functions, Seminars, Workshops are some of activities of college where students are part of committees and their participation is active.						
<b>5.3 Alumni Engagement</b>						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): <b>NO</b>						
5.3.2 No. of <del>registered</del> enrolled Alumni: <b>N.A</b>						
5.3.3 Alumni contribution during the year (in Rupees) : <b>N.A</b>						
5.3.4 Meetings/activities organized by Alumni Association : <b>N.A</b>						
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>						



<b>6.1 Institutional Vision and Leadership</b>
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
Head of Institution is Principal. Principal forms different committees at beginning of session for various kinds of academic and co-curricular activities. Every committee is monitored by convener followed by three or more members. Participation of administrative staff is also there in committee for financial matters. All activities of college is administered and carried out through these committees .
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
<b>NO</b>
<b>6.2 Strategy Development and Deployment</b>
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
<ul style="list-style-type: none"> <li>❖ Curriculum Development College regular organizes extension lectures by all departments. It inculcates skill development, communication skill textile designing ability and writing ability among students. Students are also taught yoga, health awareness and healthy diet. The Department of Sociology conducts discussions on current social issues. The Department of Psychology conducts lectures and projects on stress management, personality development. The students of the Department of History enjoy viewing various historical movies. The Department of Economics tries to highlight the jobs available in its field like those in Banking, Survey dept Statistical Dept, SSC, Revenue service, Indian Economic service, teaching etc. Department of Home Science organizes workshops for enhancing various skills as printing, clay modeling of U.G. students. Competitions are organized like Rangoli, Traditional embroidery, cooking etc. English speaking practice session is organized by Dept. of English.</li> </ul>
<ul style="list-style-type: none"> <li>❖ Teaching and Learning IQAC of college conducts regular meetings to improve the teaching and learning process. Smart classrooms have been established and ICT application are practiced in teaching . The various departmental parishads or associations organize different competitions like quiz, essay, elocution, chart-making, rangoli, dress designing, cooking without fire, etc. to bring out the hidden talents of the students. Each department conducts periodic written tests and evaluation is done. Institution encourages its faculty members to attend orientation/ refresher courses, workshop and National &amp; International seminars . The Department of History has arranged the viewing of historical films related to the curriculum. The Department of English uses bilingual teaching methods to enable the slow learners to cope up with their syllabus.</li> </ul>
<ul style="list-style-type: none"> <li>❖ Examination and Evaluation Our college is affiliated to Mahatma Gandhi kashi vidyapitha therefore examination are conducted by university but centre is ours. We have fair examination and examination are conducted in two shifts. At end of examination envaluation is done in campus of university, therefore every teaches goes for centre evaluation.</li> </ul>
<ul style="list-style-type: none"> <li>❖ Research and Development</li> </ul>

❖ Library, ICT and Physical Infrastructure / Instrumentation Library serves as information centre of college. Library holds 8500 books and 10 weeklies. Books are issued to students to take home and study. Weeklies are issued to study in campus only. Library has internet connectivity and has WiFi facility. Students can access to open access repositories from their own machine. Reading-Room cell is also available. Very soon Library is going for full automation with larger reading room facility. Development of Library collection is also going to increase in near future. Optimum use of existing library reading materials is the ultimate goal of library therefore every effort is made to connect users to its desired information through personal guidance. Moreover assistance is provided in use of e-resources of library to its users.					
❖ Human Resource Management					
❖ Industry Interaction / Collaboration					
❖ Admission of Students Admission of Students are carried out on merit basis. It is Government Institution therefore strictly reservation system in admission is followed.					
6.2.2 : Implementation of e-governance in areas of operations: <b>NO</b>					
❖ Planning and Development					
❖ Administration					
❖ Finance and Accounts					
❖ Student Admission and Support					
❖ Examination					
<b>6.3 Faculty Empowerment Strategies</b>					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
	N.A				
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
N.A		N.A	N.A	N.A	N.A
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme			Number of teachers who attended	Date and Duration (from – to)	
Refresher Course and Orientation Programme			04	Sep. to Oct.	

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):				
Teaching			Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary	
10	10	04	Fulltime	
6.3.5 Welfare schemes for				
Teaching				
Non teaching				
Students			<b>Scholarships</b>	
<b>6.4 Financial Management and Resource Mobilization</b>				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
		<b>N.A</b>		
6.4.2 Total corpus fund generated				
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO			
Administrative	NO			
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
NO				
6.5.3 Development programmes for support staff (at least three)				
NO				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal		: (Yes /No)	Yes	<b><u>03-03-2018</u></b>
b. Participation in NIRF		: (Yes /No)		
c. ISO Certification		: (Yes /No)	NO	
d. NBA or any other quality audit		: (Yes /No)	NO	
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
N.A.	N.A.	N.A.	N.A.

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:  
Percentage of power requirement of the College met by the renewable energy sources

N.A.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Ramp	02
Provision for lift	NO	
Ramp/ Rails	Yes	02
Braille Software/facilities	NO	
Rest Rooms	Yes	01
Scribes for examination	NO	
Special skill development for differently abled students	NO	
Any other similar facility	NO	

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
N.A.		

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants

N.A.

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

**01- Useful plantation adopted in college campus.**

**02- Environment awareness program organized in the college.**

**03- Use of Plastic prohibited in the campus.**

**04- Conducted rallies around college Localities for the elimination of plastic from society.**

**05- We have given the student the Moto “Clean College Green College”.**

## 7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### **Best Practice-1**

**Title of Practice-**Elimination use of plastic from campus and its surroundings .

**Goal-** To motivate students and people not to use plastic made bags.

**Context-** Use of plastic is creating nuisance and harmful effects in our environment. Government has also banned on plastic but still use of plastic prevails. People are either less aware of its harmful effects or they are finding it hard to give up their old habits.

**Practice-** Students were notified strictly not to use plastic materials. They were delivered lectures and group discussion was organized making them aware how plastic is harming our environment. Students of Home Science Department get sticked many cotton bags and large rally was conducted around surrounding of college. They went through door to door and distributed these cotton bags making them aware of harmful effects of plastic.

**Evidence of Success-** There seems very meager plastic in campus as well its surroundings. Students are using cotton bags instead of plastic. These cotton bags are prepared by sticking at their home. The student who is still using plastic is stopped by other student warning her not to use plastic in future.

**Problems Encountered and Resources Required-** Financial constraints were more prominent noticed in students and people. Plastic is cheaper than cotton therefore these people are more prone to use of plastic. Government must provide sufficient funds so that Institution provides cotton bags free of cost. Cotton is to made available at subsidized rates than only elimination of plastic is possible.

### **Best Practice-2**

**Title of the Practice-** Promotion of Urban Forestry.

**Goal-** To promote and sustain a clean urban environment.

**The context-** The pressure of the ever increasing population is ever adding to the burden of already over-crowded city. Every day the level of industrial and vehicular emissions increase, adding to the air water, soil and noise

pollution. Forests and green cover which have been used as carbon sinks and air and noise pollution absorbents have been cleared for developmental activities. The rate of release of CO<sub>2</sub> in the atmosphere has increased several times but its utilization through photosynthesis by plants is continuously decreasing due to loss of vegetal cover.

**The Practice-** Since its initiation the students and staff of the college participate in tree plantations on the occasion of Republic Day and Independence Day Celebrations. The NCC cadets actively participate in Environment Protection rallies and Plantations in the college campus and in BHU campus and in DLW. During the various functions and extension lectures in the college the invited guests are presented with a sapling to spread the concept of urban forestry. The students are encouraged to plant more and more trees and shrubs in and near their houses and protect them.

**Evidence of Success-** The campus of the college is outlined by a ring of trees planted by the students and staff. The students of the college are conscious about their duties to plant and protect trees. By gifting the visitors with saplings the institution tries to spread the urgent need for urban forestry to check desertification. Trees intercept tones of dust and effectively reduce the concentration of toxic and harmful gases.

**Problems Encountered and Resources Required-** Merely planting saplings is not enough as they require constant care, protection and watering. Hundreds of saplings which had been planted could not be saved as there were no tree guards and no way to water them during the hot summer vacations. Shortage of funds for constructing trees guards severely impairs the growth and life of the tree saplings. Specific funds should be allotted to the institutions for environmental protections.

### 7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust  
Provide the weblink of the institution in not more than 500 words

**College has undertaken several measures to enhance the academically weaker students. Extra tutorials and assignments are provided to them. Students performance and progression is marked and efforts are made to eradicate their weaknesses. Periodic open house is conducted by teachers and verbal interection is made. At regular intervals concelling is done by department of Psychology. If problem is acute than it is presented before IQAC and every effort is done to sort out problem. In addition parents are consulted to resolve the problem.**

8. Future Plans of action for next academic year (500 words)

- To start commerce classes in next session.
- Upgradation of College to PG.
- Upgradation of Pedegogy by application of modern ICT methods.
- To continue the best practices of college.
- To start a centre of U.P. Rajashree Tandon Open University.
- To enhance employability & bills of students by.
- To organized the National Seminars in College Campus.

Name DR. RACHANA SHARMA

Name Dr Sudha Pandey

Rachana

Signature of the Coordinator, IQAC

Sudha

Signature of the Chairperson, IQAC

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प्राचार्य  
राजकीय महिला महाविद्यालय  
डी०एल०डब्ल्यू, वाराणसी

**Abbreviations:**

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

**The Director**

**National Assessment and Accreditation Council (NAAC)**

*(An Autonomous Institution of the University Grants Commission)*

P. O. Box. No. 1075, Nagarbhavi

Bengaluru - 560 072

Phone: +91-80-2321 0261/62/63/64/65

Fax: +91-80-2321 0268, 2321 0270

E-mail: [director.naac@gmail.com](mailto:director.naac@gmail.com)

Website: [www.naac.gov.in](http://www.naac.gov.in)